

WINCHESTER TREE COMMISSION
MINUTES
February 26, 2009

The regular, February monthly meeting of the Winchester Tree Commission was held on Thursday, February 26, 2009 at 4:00 p.m. in the Conference Room of the Administration Building at City Yards.

Mr. Farris, Chair, called the meeting to order.

Mr. Roulston made a motion to accept the January minutes; seconded by Ms. Major, motion was approved.

Members present: Ms. Allison Major, Ms. Mary Stickley, Mr. T'ai Roulston and Mr. Patrick Farris.

Members absent: Ms. Chris Scully and Ms. Kate Christen

Staff present: Clint Cantrell, Tim Stern and Tom Hoy.

Guests present: David Look

Mr. Look stated that he was present to learn more about the Tree Commission, their jurisdiction and their responsibilities. Mr. Look stated that he lives on Jefferson Street across from Handley High School. Mr. Look stated that early in the process of construction at the high school he was told to contact the Tree Commission regarding his tree removal concerns, only to find out that the Commission had no jurisdiction on the school grounds. Mr. Look also stated that Winchester is considered Tree City USA and he would like to know what criteria must be met to qualify as Tree City USA.

Tim Stern stated that in order for the City to qualify as Tree City USA it must spend at least \$2.00 per capita on trees, it must hold an Arbor Day ceremony, it has to have a Tree Board or Department and a tree care ordinance.

Old Business:

- 1) **Reappointments, appointments and vacancies on the Commission:** Mr. Farris stated that he was reappointed by City Council at the February meeting, Ms. Kate Christen was appointed and Ms. Susan Carney was not reappointed. Mr. Farris stated that one seat on the Tree Commission is vacant. Mr. Farris stated that he contacted the Chair of the City Council that oversees the Tree Commission and asked that the Tree Commission vacancy be publicly advertised. Mr. Farris stated that if any member knows of anyone who is interested in the vacancy to please encourage them to apply to the City Manager.

- 2) **Arbor Day:** Mr. Farris stated that he thinks the grounds of Handley High School would be a good location for the Arbor Day ceremony. Ms. Major stated that she doesn't think the school grounds will be ready in time for the Arbor Day ceremony. Mr. Farris suggested planting a tree where one has already been removed. After checking the planting list, Mr. Farris suggested planting the tree and conducting the ceremony at 1412 Valley Avenue. Mr. Farris stated that he would check with the residents to see if they would agree to conducting the ceremony at that location.
- 3) **Handley Trees:** Mr. Farris stated that the grounds on school property do not fall under the jurisdiction of the Tree Commission. Mr. Farris stated that he took everyone on the Commission's comments into consideration when he drafted the letter to the Editor. Mr. Farris stated that the letter is currently on hold. Mr. Farris stated that before the letter is forwarded to the Star, he will make sure that each Tree Commission member gets to read it and sign off on it. Mr. Farris stated that he thinks public interest in the trees is a good thing.

New Business:

Ms. Major made a motion to reappoint Mr. Farris as Chair of the Tree Commission; seconded by Ms. Stickley, motion was approved.

1) Discussion of Tree Removal/Trimming requests:

612 S. Loudoun Street

Ms. Stickley made a motion to trim the tree at 612 S. Loudoun Street and deny removal; seconded by Ms. Major, motion was approved.

800 S. Stewart Street

Mr. Farris made a motion to approve removal of the tree located at 800 S. Stewart Street; seconded by Mr. Roulston, motion was approved.

1313 Commerce Street

Mr. Farris made a motion to deny removal of the tree located at 1313 Commerce Street; seconded by Ms. Major, motion was approved.

Comments from Commission Members:

- 1) Mr. Farris stated that Friday, February 27, 2009 is his deadline for submitting Tree Commission suggestions for code modification to Mr. Veach who is the Chair of the Public Services Committee so that he can include the Tree Commission on the agenda at the March 3, 2009 meeting. Mr. Farris asked that each member read the code and email any suggestions to him. Mr. Farris asked

that each member direct heir suggestions only to the sections that City Council is considering for change. Mr. Farris stated that he would condense the suggestions and forward them to Mr. Veach so that they would be on the agenda for the Tuesday meeting of his committee. Mr. Farris stated that the members need to make sure the Tree Commission has the authority to review applications for tree removal, trimming and planting and that the appeal be to the City Manager. Mr. Farris stated that as a Commission the members can make sure their voice is heard. Mr. Farris stated that the Tree Commissions job is to support City Council and the members should take this opportunity to assist the Councilors in making a good rewrite of the City code regarding the Tree Commission. Mr. Farris stated that there is a possibility that he will have to call a special meeting of the Tree Commission.

Work Session

Protocol Review

Policies

Mr. Farris stated that concerning tree removal and trimming requests, he would like to add “In consultation with staff.”

Mr. Farris stated that there are two policies when it comes to specific tree species. The Sweet Gum policy and the Bradford Pear policy. Mr. Farris stated that the policy states that when the opportunity arises or a citizen requests the removal of a Sweet Gum tree or a Bradford Pear tree that because of the species the tree is removed.

Mr. Farris stated that he does not think the policy regarding automatically placing a tree removal site on the planting list needs to be changed.

Tree Commission Member Duties

Mr. Farris stated that the current policy requires new Tree Commission members to complete orientation with the Staff and the Chair during their first year of service. Mr. Farris stated that each member will have a zone and Staff will take the eighth zone. The zones will rotate each year which will allow each member to become more familiar with the City. Mr. Farris stated that the policy also requires each member to attend a minimum of 10 out of 12 meetings held in a calendar year.

Program Funding

Mr. Farris stated that Mr. Roulston proposed a number of questions in regards to problems of funding and how to address those issues. Mr. Farris stated that he would like each member to read through the information that Mr. Roulston has

provided so that they can be ready for discussion at the next meeting. Mr. Farris thanked Mr. Roulston for putting that portion of the Agenda together and asked him if he had any comments to add. Mr. Roulston stated that some aspects of the City code and the legality of who can plant a tree definitely come under the constraints of what the Tree Commission can do according to what he put in the Agenda. Mr. Farris stated that encouraging citizens to get involved in neighborhoods where there are fewer trees might be a good idea.

Projects

Mr. Farris stated that the Tree Commission needs to work on the Adopt-a-Tree and Memorial Tree Programs to make tree planting more affordable. Mr. Farris stated that because the Tree Commission is an arm of City government he thinks the Commission is limited as far as being too active. Mr. Farris stated that it is not impossible for the Tree Commission to be engaged to ensure the City's tree canopy is properly maintained. Mr. Farris stated that the Tree Commission needs to place constraints on its activities so that it does not take on the activities of a non-profit.

Comments from City Staff:

- 1) Tim Stern passed out the staff report for the month of January.

Adjourn:

With no further business to discuss, Ms. Stickley made a motion to adjourn the meeting; seconded by Ms. Major, the meeting was adjourned.

**CITY OF WINCHESTER
TREE COMMISSION
STAFF REPORT FOR JANUARY 2009
SUBMITTED FEBRUARY 26, 2009**

This report is a summary of contractor expenses and an activity listing of trimmings, plantings, removals and stump grindings for the month of January 2009.

**EXPENSES REPORT
(Billings for January 2009)**

CONTRACTOR TRIMMINGS:	CONTRACTOR PLANTINGS:	CONTRACTOR REMOVALS:	TOTAL:
\$0	\$0	\$0	\$0

ACTIVITY REPORT

TRIMMING:	PLANTINGS:	REMOVALS:	STUMP GRINDING:
140 Lambden Ave.		504 Courtfield Ave.	Greystone Terrace x2
216 Sheridan Ave.		830 Whittier Ave.	Euclid Ave
Amherst St. near JWMS		Corner of Cork and Purcell	Tennyson Ave.
126, 120, 123 N. Braddock St. x4			Fox Dr.
435 N. Braddock St.			516 Fairmont Ave.
			207 E. Whitlock Ave.
			439 Jefferson St.
			109 W. Pall Mall St.
			719 Woodstock Ln.
			West Ln. (behind Highland Ave.)
			Across from 422 S. Cameron St.
8 trees	trees	3 trees	12 stumps